



MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM : F. W. M. Janney
Director of Personnel

SUBJECT : Uniform Promotion Procedures

REFERENCE : Memo for DDCI fr D/Pers dtd 3 Jul 78,
subj: Uniform Promotion System

1. Action Requested: Paragraph 3 contains a recommendation for your approval in connection with the promotion dates established by reference.

2. Background: Reference approved by you on 12 July 1978 contained recommendations for specified common promotion dates for all the Career Services. The option for semi-annual promotions was offered to the components and the Fitness Report schedule was revised to relate to the basic promotion cycle. Because of the complications of its panel system, the DDO is allowed to establish its own Fitness Report schedule but will adhere to the promotion date schedule.

The DDO has now completed the reprogramming of its panel schedules and has opted for the annual review exercise, except for promotions to GS-07 and for the GS-14 to GS-15 exercise in FY 1979 only. This one-time schedule for the GS-14 group will pick up an otherwise unduly long gap created by the new dates.

The reprogramming has created a problem, however, for the GS-12 to GS-13 schedule and DDO has requested a waiver of the common promotion date for this grade for FY 1979. The same physical facilities are used and the same personnel support the GS-11 and the GS-12 panels. The GS-11 panel is scheduled to meet 18 September - 20 October 1978, making it virtually impossible to run a GS-12 panel in time to meet the 3 December date scheduled for Agency promotions to GS-13 this year. A delay to the next programmed date of June would cause a delay of

15 months between the 1978 and 1979 promotion dates; this is the same group which was delayed in 1978 by approximately two months because of the DDO reduction exercise. The panel can meet and complete its deliberations, however, in time to make the promotions effective the first pay period in January 1979.

3. Recommendation: It is recommended that an exception to the common promotion date be granted in this instance and that 14 January 1979 be approved for the promotion to GS-13 of D Career Service personnel.

15 SEP 1978
F. W. M. Janney

The recommendation contained in paragraph 3 is:

(X) APPROVED () DISAPPROVED

/s/ Frank C. Carlsson
Deputy Director of Central Intelligence

10 SEP 1978
Date

Distribution:

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ATINTL

OP/P&C/RS [redacted] mc (31 Aug 78)
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